

School Business – April 3, 2020

COVID-19 Information

The FBS website has been updated for COVID-19 policies and information related to School Business and operations. Please check this site regularly for updates.

www.dpi.nc.gov/districts-schools/district-operations/financial-and-business-services

Recent posts:

- Federal Student Loan Announcement
 - FFCRA Paid Sick Leave Information – US DOL
 - Unemployment procedures
-

COVID-19 Expenditure Reporting

Additional clarification for coding COVID-19 expenditures as related to the use of the “8” in the fourth digit of the purpose code. PRC 154, COVID-19 Supplemental Funding, by definition are COVID-19 expenditures and no “8” is necessary. Use the “8” in the fourth digit of the purpose code when reporting COVID-19 expenditures for all other PRCs.

The “8” was selected based on review of the 2019-20 MFR. We noted that no LEA has used 6558 for their local use. We did not check all purpose codes so there may be cases that LEAs have designated “8” for non-emergency expenditures. To report an exception, please email tina.boyce@dpi.nc.gov. You will be required to report manually if 8 is not used to designate expenditures related to the emergency.

Please also keep supporting documentation in the event that further information is requested.

Twice Retained Student Funding

Many LEAs received funding in PRC016 in March for twice retained students. Although these are included in PRC016, DPI does NOT have the authority to carry these funds over and unexpended funds will revert at June 30, 2020.

2020-21 Program Enhancement Teachers

The 2020-21 Base Budget includes the 25% increase in program enhancement teachers. Therefore, the formula of 1 position per 191 K-5 ADM will be 75% funded.

As a reminder effective July 1, 2020, the class size requirements for Kindergarten to 3rd grade are:

LEA Maximum Average 18

Individual Class Maximum 21

BUD Special Processing 2020 – LEAs only

DPI will process BUD batches twice a day beginning Monday, April 6, 2020. This schedule will continue through year-end processing for FY 2020. Further details of final processing for year end will be provided at a later date.

1. Salary analysts will process batches received at DPI by 5:00 AM, beginning at 8:00 AM each morning. Communication forms for denied batches from this morning processing will be sent at 11:30 AM. LEAs must receive the denied batch communication forms by:
 - a. For Serenic LEAs, in BUD run fast path SURF to receive files. You must be signed in as BUDPUSER in order to run SURF.
 - b. For LINQ LEAs, the communication forms are placed on the web for pick up. Manually run the process to receive files in the LINQ package.
2. Batches to be included in the second processing cycle must be sent to DPI prior to 12:00 PM. Communication forms for denied batches from the afternoon run and approved batches for the entire day will be sent after 3:45 PM.

If you have any questions regarding this schedule, please contact Denise Jackson at denise.jackson@dpi.nc.gov.

Free and Reduced Lunch/Economically Disadvantaged Students - LEAs and Charters

A link to School Nutrition EDS Data has been added to the FBS website:

www.dpi.nc.gov/districts-schools/district-operations/financial-and-business-services/demographics-and-finance/student-enrollment-school-personnel-and-reports

Scroll down the web page, the link is under Related Content.

Home Base Opt-in Process

The Home Base Opt-in process will be postponed until mid-May. This is being done due to the uncertainties that public school units are experiencing. The process itself and the pricing will not change. Only the date of when the opt-in process will open is changing. The deadline to opt-in at this time will remain as June 15. Please visit our Home Base Opt-in page on the website for further details: www.dpi.nc.gov/educators/home-base/opt-in-to-home-base.

If you have any questions, please contact Yolanda Wilson at Yolanda.wilson@dpi.nc.gov.



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